

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

July 1, 2003

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FROM: LINDA HAUGAN, Director
Transitional Assistance Department

SUBJECT: CONTRACTS FOR CALWORKS DOMESTIC ABUSE SERVICES

RECOMMENDATION: Approve Contracts with the following agencies to provide CalWORKs domestic abuse services in an aggregate amount not to exceed \$977,000 for Fiscal Year 03/04:

Agency	Contract Amount	Contract Number
Desert Sanctuary, Inc.	\$185,000	
High Desert Domestic Violence, Inc.	\$100,000	
House of Ruth, Inc.	\$225,000	
Morongo Basin Unity Home, Inc.	\$227,000	
Option House, Inc.	\$190,000	
Veronica's Home of Mercy, Inc.	\$ 50,000	
Total	\$977,000	

BACKGROUND: On January 1, 1998, California's welfare reform bill of 1997, Assembly Bill 1542, enacted the California Work Opportunity and Responsibility to Kids (CalWORKs) program which replaced the Aid to Families with Dependent Children program for the State of California. The CalWORKs program brings the State's welfare system into compliance with the provisions of the federal welfare reform legislation known as the Personal Responsibility and Work Opportunity Act, which was signed into law on August 22, 1996.

The CalWORKs legislation includes a provision to provide services to domestic abuse victims. The legislation recognized that victims of domestic abuse face issues that may be real barriers to becoming employed and living a life of self-sufficiency. The objective is to identify CalWORKs applicants and recipients who are past or present victims of domestic abuse and assist them in obtaining unsubsidized employment and move towards self-sufficiency without placing them at risk of additional abuse.

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Some of the services provided under the domestic abuse program are a 24-hour crisis hotline, group meetings to discuss issues and concerns with others who are experiencing the same problems, temporary shelter for those who need to immediately vacate their homes for safety reasons, and outreach services which would include domestic abuse awareness, education and life skills classes.

On January 31, 2001, the San Bernardino County Board of Supervisors approved a Request for Proposal (RFP) for domestic abuse services for the CalWORKs program. A total of nine contracts were awarded in the amount of \$1,977,611 for Fiscal Year (FY) 2001/2002 and \$1,966,982 for FY 2002/2003. The amount of funds available in FY 2003/2004 was reduced to \$977,000. The reduction of close to \$1 million dollars for these proposed services for FY 2003/2004 is a result of the elimination of incentive funds and anticipated future budget reductions imposed by the State. Because of the severe budget cutbacks and the change in scope of services, a new procurement was necessary to obtain the required services. Elimination of key outreach, teen prevention, legal assistance and self-sufficiency services are some of the changes to the scope of services.

On February 25, 2003, the Board of Supervisors approved and authorized the release of a Request for Proposal (RFP) to procure domestic abuse services for CALWORKs applicants and recipients for FY 2003/2004. The RFP was posted on the County's website, advertised in various local newspapers and sent to 38 agencies through direct mailings.

A total of twenty-four agencies attended the mandatory proposal conference. Ten agencies submitted proposals in response to the RFP. An evaluation of the proposals was completed by an evaluation team, which included representatives from Human Services System (HSS) Auditing Division, Transitional Assistance Department and the Department of Public Health. Proposals were evaluated on the following criteria: Program Design and Services proposed, Administrative Capability/Financial Stability, Geographical Area and Target Population, Experience and Cost. The evaluation team found that the proposals submitted by the contractors listed previously best met the needs of the County and the requirements of the RFP. Agencies unsuccessful in the procurement process were deficient in one or more of the following areas: duplication of services in the same geographical area, higher cost and/or limited scope of service.

Proposers Not Selected	Total Amount Proposed
Catholic Charities	\$ 50,000
Victor Valley Domestic Violence	\$254,547
Solutions Educational Enrichment Center	\$198,246
Project Impact	\$111,964

One of the agencies not recommended for funding, Victor Valley Domestic Violence, indicated that they were not in agreement with the Department's recommendation and intended to protest. As stated in Section XIII, Paragraph D of the RFP, Proposers may protest the recommended award, provided the protest is in writing, is delivered to the HSS Contracts Unit, and is submitted within ten (10) calendar days of the date on the notification of intent to award. Grounds for a protest is that the County failed to follow the selection procedures and adhere to requirements specified in the RFP or any addenda or amendments; there has been a violation of conflict of interest as provided by California Government Code Section 87100 et seq.; or violation of State or Federal law. Protests will not be accepted on any other grounds. The HSS Contracts Unit did not receive a valid written protest by the June 2, 2003 deadline.

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Through contract negotiations with Morongo Basin Unity Home, Inc., the Mountain area (which was not represented in any of the proposals submitted) will be provided with domestic abuse services.

Contractor performance will be monitored by reviewing monthly reports describing the services provided and the progress of each client, and semi-annual site visits to review contract, fiscal and program compliance.

It is estimated that approval of these contracts will serve several hundred CalWORKs applicant and recipients and their families throughout San Bernardino County who are in need of these domestic abuse services. The recommended contract awards will be for a one-year period beginning July 1, 2003 through June 30, 2004, with the option of two one-year extensions, if funds are available and services delivery is determined to be satisfactory.

REVIEW BY OTHERS: The contracts have been reviewed and approved by HSS Contracts (Lori Ciabattini, Administrative Supervisor) on 06/13/2003 and County Counsel (Julie Surber, County Counsel) on 06/18/2003. This item has also been reviewed by HSS Finance (Kris Letterman, Administrative Manager) on 06/24/03 and by the County Administrative Office (Gary Morris, Administrative Analyst) on 06/24/03.

FINANCIAL IMPACT: Approval of these contracts will provide a not-to-exceed total of \$977,000 in domestic abuse services and has been included in the HSS Administrative FY 03/04 Proposed Budget. The CalWORKs single allocation requires a fixed maintenance of effort of \$9.9 million, which is approximately 9% of total CalWORKs funding. Therefore, local share associated with these expenditures is approximately \$87,930. The local share is funded approximately 52% (\$45,724) with Realignment revenues and 48% local cost (\$42,206).

Cost Reduction Review: The County Administrative Office has reviewed this agenda item and recommends this action based on the proposed services being a mandated function and critical for the health, welfare and safety of victims of domestic abuse.

SUPERVISORIAL DISTRICTS: All

PRESENTER: Linda Haugan, Director, Transitional Assistance Department, (909) 388-0236